
Office of the City Manager

Appropriation: \$ 1,111,450

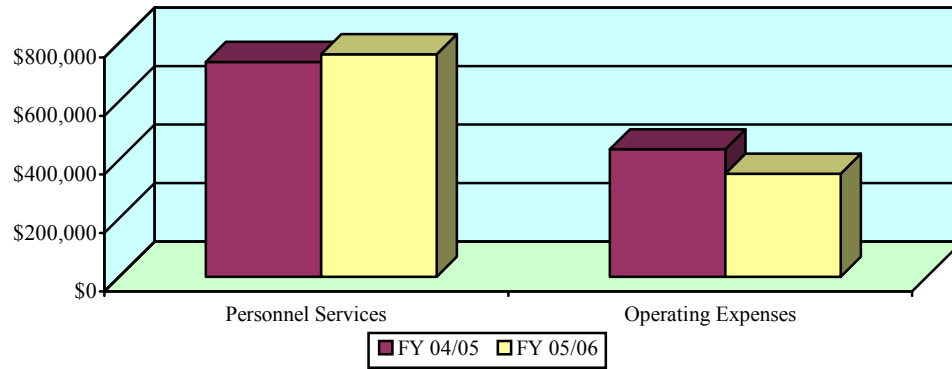
The City Manager is appointed by the Mayor and confirmed by a majority vote of the City Council. The City Manager performs the duties of the chief administrative officer of city government. As such, the City Manager is responsible for all day-to-day operations of city departments including employment matters, operational issues, and the development and maintenance of the annual budget. The City Manager informs the Governing Body on the financial condition of the city, and formulates recommendations to the Mayor and the Council on matters concerning the health, safety and welfare of the city and its citizens, or for the improvement of administrative or departmental functions and services. The City Manager also oversees the Internal Audit function.

The General Fund operating budget of \$1,111,450 provides funding for salaries and benefits of the City Manager and 9 staff members, including the city's Internal Auditor. Also, the City Manager's operating budget contains \$12,500 for legislative lobbying services and \$50,000 for a public defender at Municipal Court.

In FY 2004/05, an Assistant City Manager position was added to the City Manager's Office by reclassifying an Accounting Supervisor in the Purchasing Division of the Finance Department.

<u>POSITION/CLASSIFICATION</u>	<u>FY 05/06 ACTUAL</u>	<u>FY 05/06 BUDGET</u>
City Manager	1 – EX	1 – EX
Assistant City Manager	0 – EX	1 – EX
Media Services Director	1 – EX	1 – EX
Customer Service Administrator	1 – CLFT	1 – CLFT
Executive Administrator	1 – EX	1 – EX
Internal Auditor	1 – EX	1 – EX
Office Manager	1 – EX	1 – EX
Planner Senior	1 – CLFT	1 – CLFT
Plaza Administrative Manager	1 – CLFT	1 – CLFT
Special Projects Administrator	<u>1</u> – CLFT	<u>1</u> – CLFT
TOTAL:	9	10

EXPENDITURE CLASSIFICATION



	FY 04/05 <u>REVISED</u>	FY 05/06 <u>APPROPRIATION</u>
Personnel Services	\$ 733,417	\$ 759,837
Operating Expenses	<u>435,156</u>	<u>351,613</u>
 TOTAL:	 \$ 1,168,573	 \$ 1,111,450